#	Author	Use Case #	Step #	Recommended Changes/Comments/Questions	Status Accept Not Changed	Comment
EX	Byron Scott	9	2.1.4	Schools often don't know that they are submitting financials for a recert - they should be submitting annually and I'm not sure we want to mention recert. Also, how are we addressing those schools exempt from A-133 requirements (funding under 300K) who have to submit some kind of financials when they are up for recert (they don't have to be audited, etc.)?		- Waiver & Exemption Requests to be discussed on Tues, 8/6. - Removed recertification.
1	Byron Scott	9	2.1.5	Should we include a cell for note receivable - secured, related party? Should we have an "other" category for expenses and revenues? I'm thinking particularly of the non-profit - some non-profits have a greater variety of income types than we list (hospitals, for example).	Accepted	- Split 'Notes Receivable, Related Party' into 'Secured' and 'Non-Secured'. - Added 'Other Income Expense' to Non-profit
2	Byron Scott	9	2.1.6	These expenses are not on all income statements. I often do not get this kind of breakdown. There are some expenses that may not fit into these categories. Should there be a cell for other expenses?	Accepted	Added 'Other Income Expense' to Non-profit
3	Byron Scott	9	2.1.7	are we going to track if a dividend or distribution is paid to a stockholder? YES	n/a	
4	Byron Scott	9	5.2	will the spreadsheets have the same cells (and only the cells) that we have now? YES	n/a	
5	Byron Scott	9	5.7	GEN 163 - ACN's are only assigned to FSA compliance audits or A-133 packages. FSA financial statements do not get an ACN.	Accepted	Removed text for financial statements.
6	Byron Scott	8		Not all financials are due in 180 days. For A-133 schools, material is due to the Clearinghouse in 9 months. What is the cycle time for each area? What is the 'cycle' that is being tracked? Can we get a definition for each area.	Accepted	- Changed Due Date(s) to reflect actual due dates for FSA schools (180 days) and A-133 schools (270 days). - Definition of 'Cycle Time' is already defined in the Use Case for each.
7	Byron Scott	22	2.1.9	will the worksheet have the same cells as the current one? YES	n/a	
8	Byron Scott	23	2.1.6	will we be able to enter a determination of LOC without at the same time entering the info about the amount of the LOC and the date requested? YES Will the system track the info about the LOC after it is received (bank name, amount, expiration date)? YES	n/a	
9	Byron Scott	23	2.2.2.13	schools (at least in this region) do not normally have to reply to an HCM letter - they just have to follow the requirements.	Accepted	Deleted step #2.2.2.13.
10	Tom Whiting	22	2.1	No.12 (pg 6) Long Term Debt s/b Debt for Long Term Purposes (this applies throughout the financial responsibility cases) No.12 (pg 7) Equity Ratio Strength Factor - Formulas last line - Equity Ratio *20 s/b Equity Ratio * 6 No.12 (pg 7) Net Inc Strength Factor - Formulas lines 1,3 & 5 - (Net Income Ratio * 33.3 + 1) s/b (Net Income Ratio * 33.3) + 1	Accepted	Added hints (I.e., definitions) to Static Help page.

#	Author	Use Case #	Step #	Recommended Changes/Comments/Questions	Status Accept Not Changed	Comment
11	Tom Whiting	22	2.2.1	**General** Very confusing. Couldn't we just have the system perform the 3 tests required by 668.15, Acid Test, Tangible Net Worth and Operating Loss vs Change in Tangible Net Worth in one section since these are the only tests under 668.15 and they group all of the other ratios and analyses in a separate section as nice to know info. Right now it is too hard to actually find the information I want since it is hidden in a long list of data that all starts to look the same as I read down the columns. **No. 7 (pg 8)** Not sure what these Notes apply to, there are notes included in No. 9 on pages 8 and 9 and in Name of the Field in No. 12 on pages 9 and 10 but I can't understand how they are related if at all. **No. 8 (pg 8)** There is no No. 8, is this missing or misnumbered. MISNUMBERED	Accepted	Updated step #2.2.1 to reflect correct regulation for each worksheet: - 668.15 For-Profit - 668.15 Non-Profit - 668.171 For-Profit - 668.171 Non-Profit
12	Tom Whiting	22	2.2.2	No.12 (pg 13) Long Term Debt s/b Debt for Long Term Purposes (this applies throughout the financial responsibility cases) (pg 13) Long Term Debt - Formulas line 1 & 3 - If Annuity, Life Income & Term s/b Debt for Long Term Purposes (pg 13) Expendable Net Assets - Formula line 3 - Net Assets + Annuity s/b Net Assets - Annuity (pg 13) Total Expenses - Formula Total Expenses s/b Total Unrestricted Expenses (pg 13) Primary Reserve Ratio - Formula Calculated Total Expenses s/b Total Expenses (pg 14) Net Income Strength Factor - Formula line 6 - Net Income Strength Factor = Net Income Ratio s/b Net Income Strength Factor = 1 if Net Income Ratio = 0 Net Income Strength Factor = (Net Income Ratio * 25) + 1, if Net Income Ratio is negative Net Income Strength Factor = (Net Income Ratio * 50) + 1, if Net Income Ratio is positive	Accepted	Added hints (I.e., definitions) for Regulation #668.172 to Static Help page. May include entire regulation in Help pages.
13	Tom Whiting	22	2.2.3	**General** Same problems as 2.2.1	Accepted	Updated step #2.2.3 to reflect correct regulation for each worksheet: - 668.15 For-Profit - 668.15 Non-Profit - 668.171 For-Profit - 668.171 Non-Profit
14	Tom Whiting	23	2.2.1	No. 9 (pg 6) Probably want to add fields for LOC No., Bank, LOC receipt date , LOC issue date and LOC expiration date. This will keep all LOC info in one place (assume we are replacing PEPS LOC data with ezaudit data).	Accepted	Refer to new Resolution Tracking Use Case.
15	Tom Whiting	23	2.2.2 & 2.2.3	General - Why is reimbursement combined with Without Condition, when it is has more in common with CM1 and CM2 since these are all alternative methods of funding arising from zone scores. Shouldn't these be grouped together. Also, shouldn't referrals to AAAD be separate, wasn't there something in the system to forward referrals to AAAD and won't we want to track these separately from without condition. The groupings seem rather odd here.	Not Changed	Workflow process - no changes made.
16	Joe Jenkins	9	2.1.5	1) Accounts Receivable – Employee > Why are employee receivables shown separately? It probably would be sufficient to include these in the accounts receivable – unsecured category.	Not Changed	No changes made.
17	Joe Jenkins	9	2.1.5	2) Notes receivable, Related Party > this category should, also, be broken out into sub-categories of secured/unsecured.	Accepted	Split 'Notes Receivable, Related Party' into 'Secured' and 'Non-Secured'.
18	Joe Jenkins	9	2.1.5	3) Deferred Income Tax – Long-term [assets section of template] may better be captioned as Deferred Income Tax - Non-current.	Accepted	Changed wording.

#	Author	Use Case #	Step #	Recommended Changes/Comments/Questions	Status Accept Not Changed	Comment
19	Joe Jenkins	9	2.1.5	4) Deferred Income Taxes – not current [liabilities section of template] may be better captioned as Deferred Income Taxes – Non-current.	Accepted	Changed wording.
20	Joe Jenkins	9	2.1.5	5) Post Retirement Benefits [liabilities section of template] should be captioned as Post Employment and Post Retirement Benefits as per GAAP.	Accepted	Changed wording.
21	Joe Jenkins	9	2.1.5	6) Unrealized Gain [Loss] on Marketable Securities [equity section of template] may be better captioned as Comprehensive Income [Loss] to include elements of comprehensive income other than gains/losses on marketable securities.	Accepted	Changed wording.
22	Joe Jenkins	9	2.1.5	7) A line item for HEA funds should be added to the template.	Accepted	Added line item.
23	Joe Jenkins	9	2.1.5	Concluding Statement: The above changes would facilitate understanding of the template by accounting professionals; and, would be more reflexive of GAAP usages and Department categorizations. Additionally, we, Financial Analysis, acknowledges that the balance sheet template for non-profits should mirror that for proprietary institutions except that the non-profit institutions balance sheet template should include line items for: 1) annuities, life income funds and term endowments; and, 2) permanently restricted net assets.	Not Changed	No changes made.
24	Joe Jenkins		2.1.6	Flow of Events: Data Entry [2.1.6 Income Statement (Template)] The major point to be made here is the tremendous level of inconsistency between the listed income statement elements for proprietary institutions and non-profit institutions. Is there some reason for this disparity? We understand the differences in the operations of proprietary and non-profit institutions. However, we probably should create the templates to reflect the department uses; and, therefore provide categorizations that would promote consistent application amongst differing institution types.	Not Changed	No changes made.
25	Joe Jenkins	22	2.1.8	Flow of Events: Data Entry [2.1.8 Financial Statement Worksheet (Template)] The ranges for categorizing composite scores is as follows: Fail > ranged scores less than 0.945, Zone > ranged scores greater than or equal to 0.945 but less than 1.45, and, Pass > ranged scores greater than or equal to 1.45.	Accepted	Updated Composite Scores based on comments from Toni Gaines - see #37.
26	Joe Jenkins	22	2.1.12	Flow of Events: Data Entry [2.1.12 System Calculates Values (Template)] 1) Adjusted Equity > is this intended as the calculation for Expendable Resources? If so, we should include HEA funds in the calculation; and, appropriately describe this as Expendable Resources.	Not Changed	No changes made.
27	Joe Jenkins	22	2.1.12	2) Primary Reserve Composite Weighted Score > Might better be captioned Primary Reserve Factor as in PEPS. The use of composite score at this level might be confusing in relation to the overall composite score.	Accepted	Changed wording.
28	Joe Jenkins	22	2.1.12	3) Equity Composite Weighted Score > as mentioned in 2) above, should probably be captioned Equity Factor.	Accepted	Changed wording.
29	Joe Jenkins	22	2.1.12	4) Net Income Composite Weighted Score > as mentioned in 2) above, should probably be captioned Net Income Factor.	Accepted	Changed wording.

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30	Marla Green	22		I reviewed the Use-Case Specification on Re-calculate ratios and composite scores. The set up to calculate the composite score seems to be okay. I noticed that other ratios were included for further analysis for analysis under CFR668.171 and 668.15 (CIO -same day balance sheet)page 9 under 2.2 Alternative Flows shows a grid on page 10. This grid includes marketable securities in the formula for the acid test ratio. The regulation(668.15(7)(i)(A)makes no mention of marketable securities and I noticed that these are included in the formula on page 10.	Accepted	Updated step #2.2.1 to reflect correct regulation for each worksheet: - 668.15 For-Profit - 668.15 Non-Profit - 668.171 For-Profit - 668.171 Non-Profit
31	Marla Green	23		I have 2 questions once I complete a request for LOC letter and forward it for approval and assuming everything is okay I enter my determination. However, for some odd reason management may hold of from signing the letter because they have questions concerning the letter. What is the time frame to be able to go back and change the due date on the LOC request after I have entered a determination date? The reason the due date may need to be change because the time between management questions and the due date may cause that due date to become stale. In the past I have had the need to change a due date that became stale due to new development on the school or due to managements questions. Would the system allow one to generate a LOC letter with the 2 options a 50% LOC or 10% LOC with cash monitoring 1? I noticed that each of these were presented separated and I'm wondering if the system would allow us to combine the 2 option LOC letter with the cash monitoring 1 paragraph in the letter.	Accepted	- Changed % Funding to not required. - Add to Resolution Tracking Use Case.
32	Marla Green	15		Page 7 item 3 provides a list of the institution record one record listed as CAN, did they meant ACN? Likewise, there's a section that would display the tracking of certain financial fields such as determination date, years under the zone, etc. It would be good to add years under LOC requirement, to track how many years some schools remain under this requirement.	Accepted	- Changed CAN to ACN. - No changes made to LOC requirement.
33	Cheryl Stafford-Lewis			When the CTL approves the FAD for issuance, will the system automatically date the FAD, as well as the DDIF and ACD? These documents must have the same dates.	Not Changed	FAD letter is generated outside the system. This is a business process.
34	Cheryl Stafford-Lewis			I did not see a "Sender Date" on the DDIF, will we continue to use a date for this document? The DDIF normally has the same date as the FAD.	Not Changed	"Sender Date" is "Approval Date".
35	Cheryl Stafford-Lewis			The ACD requires two signatures, the "Reviewing Official" and the Approving Official." Will the ACD be able to be sent to another CTL for the second signature?	Not Changed	ACD letter is generated outside the system. This is a business process.
36	Toni Gaines	22	2.1	8) System Displays selected worksheet for FOR-PROFIT financial statements in accordance with Subpart L with some fields being populated. Can we include an LOV box? I think this would maintain some consistency across the case teams. For example: "PURPOSE" [annual review; recert; change in ownership; additional location; flagged financial statements; initital] "SOURCE: [FYE Date; Name of CPA; opinion type (unqualified, qualified, going concern, disclaimer)] "CONCLUSION" [pass; fail; zone] "ANALYSIS" [leave free-text box]	Accepted	Changed text fields to drop-down listboxes with LOVs.
37	Toni Gaines	22	2.1	Also, the scale used for the composite score values should be more precise: Fail -1 to less than .945 Zone equal to or greater than .945 to less than 1.44 Pass equal to or greater than 1.45 to 3.0	Accepted	Updated Composite Scores.

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38	Toni Gaines	22	2.1	12) System calculates values Name of Field: Long-Term debt [add: long-term debt includes the short-term portion of the debt] Formula: If Long-term debt + short-term portion of debt > Net Fisced Assests then Net Fixed Assets Name of Field: Total Expenses Formula: Total Expenses [add: excludes income tax, discontinued operations, extraodinary losses, or change in accounting principle]	Accepted	Added hints (I.e., definitions) to Static Help page.
39	Toni Gaines	22	2.1	12) System calculates vaules (cont'd) Name of Field: Equity Ratio Strength Factor Formula: [change to: ELSE, Strength Factor = Equity Ratio * 6]	Accepted	Added hints (I.e., definitions) to Static Help page.
40	Toni Gaines	22	2.2.2	12) System calculates values Name of Field: Expendable Net Assets Formula: [change to: minus annuities, term endowments and life income funds that are termporarily restriced] Name of Field: Total Expenses Formula: [change to: Total Unrestricted Expenses] Name of Field: Primary Reserve Ratio Formula: [remove: calculated] Name of Field: Net Income Ratio Formula: [remove: calculated]	Accepted	Changed formula to 'minus Annuity...'.
41	Toni Gaines	22	2.2.2	12) System calculates values (cont'd) Name of Field: Net Income Strength Factor Formula: [change ELSE to: IF Net Income Ratio is negative THEN Net Income Stength Factor = 1 + (25 * net income ratio result); IF Net Income Ratio is positive THEN Net Income Strength Factor = 1 + (50 * net income ration result); IF Net ratio result is 0 THEN Net Income Strength Factor is 1]	Accepted	Added formulas for 'Net Income Ratio'.
42	Sherry Quade	1	2.1.4 2.1.6 4.3	page 4 - 2.1.4 - In addition to the information above, a "delete" option is available for each user. Is this correct? Or is this for the designated ED administrator? page 5 - 2.1.6 - Shouldn't phone number also be mandatory? page 8 - 4.3 - Stated as "Institutional" Administrator. On page 9 shouldn't all references to institution user administrator be changed to "Institutional" user administrator?	Accepted	- No changes made. - Made 'phone number' a required field. - No changes made.
43	Sherry Quade	2	2.1, 6.1	page 4 - 2.1 - To accommodate this, the link to create the annual submission will be in the format 'Create your FY[YYYY] Submission'. Shouldn't the reference display for annual submission display the complete FYE date of MM/DD/YYYY? page 5 - Should make sure that the FAD & LOC displays the date as MM/DD/YYYY. page 6 - 6.1 Institution Users to "Institutional" Users?	Accepted	- Changed date format. - Changed date format. - No changes made.
44	Sherry Quade	3		When user first log into page shouldn't it also be displayed on the New User Profile Page the Department's Validations requirements (item 7 found on page 7 of Use Case 4).	Not Changed	No changes made.
45	Sherry Quade	4	2.1.2	page 4 - 2.1.2 On the "my profile" page should it include guidelines for password length and that password must be dissimilar from previous 5 passwords?	Accepted	Confirmed guidelines with Barbara Johnson.

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46	Sherry Quade	5	2.1.2	page 4 - 2.1.2 On the "my profile" page should it include guidelines for password length and that password must be dissimilar from previous 5 passwords?	Accepted	Confirmed guidelines with Barbara Johnson.
47	Sherry Quade	6	4.1, 5.1	page 5 - 4.1 & 5.1 - Shouldn't all references to institution user administrator be changed to "Institutional" user administrator?	Not Changed	No changes made.
48	Sherry Quade	8		page 5 - 2.1.8 In the grid box under Field name "Submission Type" should add under "Data" IG audits. page 10 - 2.2.4.8 Add under the Field Name "CPA Name" page 6 - 2.1.10 Add to the list that the system will display on the report: page 7 - 2.2.1.10 page 8 - 2.2.2.10 page 9 - 2.2.3.10 page 12 - 2.2.5.10 page 13 - 2.2.6.10 page 16 - 2.2.8.10 page 20 -2.2.11.10 -- CPA Name -- Waiver requests -- Extension requests	Accepted	- Added 'IG Audits'. - Added 'CPA Firm Name' to each report. - Waiver & Exemption Requests to be discussed on Tues, 8/6.
49	Sherry Quade	9		page 4 - 2.1 -- Any reference to the data entry action creating a FY should be in the format mm/dd/yyyy page 12 -2.1.19 -- When system assigns an ACN to the submission, the first section (region code needs to be (01-11). Code 11 is for foreign schools, which is currently in PEPS. page 16 - 7 Requirements Shouldn't all references to institution user administrator be changed to	Accepted	- Changed date format. - Changed region code. - No changes made.
50	Sherry Quade	11		page 5 - 5.1 -- Will system route any additional information to the appropriate case team even after FAD has been generated?	Not Changed	Additional Information will NOT be accepted once the FAD has been generated. The 'Create Submission' Use Case will be updated to allow only open submissions.
51	Sherry Quade	12		Currently proprietary institutions request waiver through the e-app. Recommend that this process be included in the ez-audit so that the school have just one area to request a waiver.		Waiver & Exemption Requests to be discussed on Tues, 8/6.
52	Sherry Quade	9		page 4 - 2.1 -- Will system allow for assignment of the same document to multiple case team members at the same time?	Not Changed	
55	Sherry Quade	18		page 6 - 3.1-- For correspondence type need to add "concurrence", which would be used in conjunction with organization type of Office of General Counsel & Office of the Inspector General.	Accepted	Added 'Concurrence' to Correspondence Types. Sherry to validate all Correspondence Types.
56	Sherry Quade	20		page 7 - 16.2 -- Should include Field Number 5A, Field Name -- Review Begin Date. page 8 - 17-- Correct repayment method "T" to read Fine (Used by AAA)	Accepted	- Added 'Review Begin Date'. - Changed wording.
57	Sherry Quade	21		page 8 - 2.2.1.7 & 2.2.2 -- Better Use of Funds (BUF) is applicable to IG audits but not required for every IG audit. page 10 - 2.2.6 -- Calculation is not correctly stated. Should read: On the ACD the Total Amount recoverable, field 24 does equal to the total value of the amounts entered into specialist liability fields on the DDIF.	Accepted	- Made 'Better Use of Funds' not required. - No changes made.

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58	Sherry Quade			Functional Page Layout_Sample Content Level Page 1 Type Compliance Audit should display compliance audit lead specialist & compliance audit responsible specialist (when audit is reassigned to another specialist).		Need to set-up a discussion.
59	Laura Harcum	9		HEA Program Funds with explanation should be added to both Templates on page 5	Accepted	Added HEA funds to both templates.
60	Laura Harcum	9		Hints should also be added to template to allow the schools to understand what is to be included in each line item.	Accepted	Added hints (I.e., definitions) to Static Help page.
61	Laura Harcum	9		Page 4---Should Read Are financial Statements in compliance GAAP not AICPA	Accepted	Changed AICPA to GAAP.
62	Laura Harcum	22		Page 7 - There is only one composite score. The word composite should be removed from Primary , Equity and Net Income, and replaced with the word weighted.	Accepted	Changed wording.
64	Laura Harcum	22		Will the anlayst have the ability to print their analysis sheet--it is not clear on Page 7 - YES	n/a	
65	Laura Harcum	22		Since the only ratio's required for a change-in-ownership is the acid test ratio and the tangible net worth--is the current worksheet necessary? Will the worksheet calculate these ratios without all fields populated?	Accepted	Updated step #2.2.1 to reflect correct regulation for each worksheet: - 668.15 For-Profit - 668.15 Non-Profit - 668.171 For-Profit - 668.171 Non-Profit
66	Laura Harcum	23		Page 4 items 6. Denial should be added to the determanation page with an explantion that it applies to Reinstatments, Change In Ownership and initials.	Accepted	Added 'Denial' to step#2.1.6.
67	Barbara Johnson			The System will display a **WARNING BANNER** as part of the "greeting" before user login. The warning notice will: - Include an "Authorized Use Only" warning and note that prosecution may arise from unauthorized use - Include A "Consent to Monitoring" notice - Include a notice to the user that information obtained during the monitoring process can (if necessary) be provided to law enforcement agencies - Not identify the type of computers, network, or operating system utilized on the network and not use words such as "Welcome". (NIST 800-18, OMB A-130, ED IT Security policy)	Accepted	Barbara Johnson to determine actual text of warning / notice to users. Created Task #76 and assigned to Barbara Johnson. NEW REQ - requires CCB approval.
68	Barbara Johnson			The System will display the **RULES OF BEHAVIOR** online to every user prior to receiving authorization for access to the eZ-Audit application. The Rules of Behavior will allow a user to acknowledge receipt of, understanding of, and compliance with the rules. (OMB A-130, NIST 800-18, NIST 800-26) Rules of Behavior include the consequences of inconsistent behavior or noncompliance. (OMB A-130, NIST 800-18, ED IT Security policy)	Accepted	Barbara Johnson to determine actual text for Rules of Behavior. Created Task #77 and assigned to Barbara Johnson. NEW REQ - requires CCB approval.
69	Barbara Johnson			The System will display a notice that **USE OF COMMERCIAL INTERNET SERVICES (AOL) AND ONLINE FILE SHARING PROGRAMS (Napster)** from government-owned networks will be in accordance with the Policy on the Use of Department Equipment. (ED IT Security policy)	Accepted	Barbara Johnson to determine actual text of notice to users. Created Task #78 and assigned to Barbara Johnson. NEW REQ - requires CCB approval.
70	Barbara Johnson			§ **ALERTS AND ADVISORIES** (e.g., vendor patches, exploited vulnerabilities) are received and responded to. (NIST 800-18, NIST 800-26)	Accepted	Refer to GSS Security Plan.
71	Barbara Johnson			§ **OWNERS INSTRUCTED TO PERIODICALLY RE-CERTIFY USERS**. (NIST 800-18, NIST 800-26)	Accepted	Refer to GSS Security Plan.

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72	Barbara Johnson			The system will support rules that enforce the following capabilities for **PASSWORDS:** - Unique for specific individuals, not groups - Controlled by the assigned user and not subject to disclosure - Changed periodically - every 90 days for ED users; Unlimited for Institutions - Not displayed when entered - At least 6 alphanumeric characters in length - Prohibited form reuse for at least 6 generations. (NIST 800-18, NIST 800-26, FIPS 112) - Passwords used to authenticate identity are owned only by the individual having that identify. (FIPS 112, ED IT Security policy) - Procedures have been implemented to handle lost or compromised passwords and to ensure the secure distribution of passwords. (NIST 800-18, NIST 800-26, FIPS 112) - Initial passwords assigned by system administrators are changed immediately. (NIST 800-18, FIPS 112) - All vendor-supplied passwords, including those for software packages and maintenance accounts, have been changed upon installation. (NIST 800-18, NIST 800-26)	Accepted	Barbara Johnson to verify time interval before passwords are required to be changed. Created Task #79 and assigned to Barbara Johnson.
73	Barbara Johnson			§ **LOG-OUT.** Users log out when they leave terminals, workstations, and networked personal computers unattended. (NIST 800-18) § User accounts are immediately removed or suspended when a user no longer requires access to the eZ-Audit application, or when an ED user account is inactive for more than 90 days (NIST 800-18, FIPS 191) or when an Institution user account is inactive for more than 365 days (GEN19) § Access to all accounts issued to the subject employee will be revoked or removed within 24 hours of notification (e.g., transfer, termination, retirement, resignation, reassignment) or immediately if requested by the PO senior official of CSO. (ED IT Security policy)	Accepted	Barbara Johnson to determine actual text of notice to users. Barbara to also confirm time period for removal or suspension of a user account. Created Task #80 and assigned to Barbara Johnson.
74	Barbara Johnson			· **SECURITY SOFTWARE** is restricted to security administrators only and is used to restrict access to the network. (NIST 800-18, NIST 800-26)	Not Changed	Not implementing additional security software specific to eZ-Audit system. Refer to GSS Security Plan.
75	Barbara Johnson			· **INACTIVE USER SESSIONS** are terminated after a period of inactivity (30-90 minutes) and password-protected screensavers are activated. (NIST 800-18, NIST 800-26)	Not Changed	Password-protected screensavers are a Windows function, not eZ-Audit. GEN19 addresses inactivity.
76	Ti Baker	8		The Postal Code, Province, Country is needed for foreign schools on all reports	Accepted	Added Postal Code, Province, and Country fields to every report.
77	Ti Baker	6		The Postal Code, Province, Country is needed for foreign schools.	Accepted	Added Postal Code, Province, and Country fields.
78	Ti Baker	7		The Postal Codes, Province, Country is needed for foreign schools.	Accepted	Added Postal Code, Province, and Country fields.
79	Ti Baker & Laura Harcum	26		All users should have access to all queues.	Not Changed	Refer to the Impact Analysis document. No changes will be made until decision is made on Impact Analysis.
80	Ti Baker & Laura Harcum	25		The Resolution Tracking page appears to be a summary page. The LOC information that appears on this page needs to be accessible after a case is "closed". Therefore, we need the capability to update this screen at anytime.	Not Changed	Awaiting feedback from Usability and Stakeholder sessions for confirmation of recommended changes. An Impact Analysis will need to be created.
81	Ti Baker & Laura Harcum	28		Would like the system to display for the institution the current auditor on file.	Not Changed	Awaiting feedback from Usability and Stakeholder sessions for confirmation of recommended changes. An Impact Analysis will need to be created.

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82	Jim Stendeback	24	2.1	Section 2.1 step 3 states that text boxes are formatted to accept numbers (0-12) for the month. Zero would be an invalid enter for the month should be changed to a 1 or 01. Note: If the format for month and day is mm/dd will the system require a 01/01 entry for January 1, or will it accept 1/1. In step 5, the word "dates" needs to be changed to "days"	Accepted	Changed wording.
83	Jim Stendeback	25	2.1	(1) Step 1, Last sentence "At this point the Co-Team Leader has already reviewed and selected to approve the Resolution package." Question: The Resolution package has already been approved. The Co-Team leader would not be selecting to approve the package again. The last sentence should read: At this point the Co-Team Leader has already reviewed and approved the Resolution package. (2) Step 2 should be "ARS actor Selects to view "Resolution Tracking Page" (3) Step 3 should be "ARS actor Enters date or LOC data values for Resolution tracking and Selects to Complete Resolution." The text under step 4 can go under step 3 and step 4 can be deleted. (4) In Section 1.1 the description of this use case states the tracking of approved or completed resolution packages. However in Section 2.2.1 suggests a process called "Creating the resolution package" which is before Co-Team Lead approval, but there is no use case for this functionality. At what point is the resolution package created. Question: Is this alternate flow determined by whether the PADL has been uploaded or not. What assumptions are made to determine if the PADL is needed	Accepted	(1) Changed wording. (2) Awaiting feedback from Usability and Stakeholder sessions for confirmation of recommended changes. (3) No changes made. (4) PADL is exempted from tracking dates, therefore, this alternate flow addresses the "resolution" of the PADL.
84	Jim Stendeback	25	2.2.2	Step 2 in section 2.2.2 "FA Actor Selects to View an Approved Resolution Package" is a repeat of step 1.	Accepted	Changed wording.
85	Jim Stendeback	26	2.1	Who is the "Resolution Actor" is this, the same as the "Audit Resolution Specialist" (ARS) shown in UC_25 or is this, another person. Section 2.1 Basic Flow needs to be rewritten. There is repeated text in step 3 and 4 in the use case. I only see two steps taken by the actor in this use case.	Not Changed	Resolution Actor is either ARS or FA.
86	Jim Stendeback	27		Logout should be a fairly straightforward function. Was the additional step for logout confirmation requested by the users? This process only needs to be a 2-step process.	Accepted	Changed Resolution Actor to General Actor.